

**Dover Township
Planning Commission Meeting Minutes
June 1st, 2022**

Chairman Wayne Hoffman called the Planning Commission meeting to order at 7:01 PM on June 1, 2022. Members present: Mark Miller, Justin Bigham, Eric Harlacher; alternates Monica Love and Stephen Stefanowicz, Solicitor John Baranski, Zoning Officer John McLucas, Township Engineers Terry Myers and Cory McCoy, Recording Secretary. Members absent with prior notice were Anthony Pinto. No members of the public were present.

Chairman Hoffman reported that Monica Love will be a voting member for tonight's meeting, in Mr. Pinto's absence.

I. Minutes

Motion by Bigham, second by Miller, to approve the meeting minutes of May 4th, 2022. All members voted aye; motion carried.

II. Plans

A. Proposal to enroll 2.49 acres & 3.15 acres into Agricultural Security on parcels 42-IE-36 (Paradise Township) & 33-IF-59A (Jackson Township)

Chairman Hoffman explained that these two parcels are partially in Dover Township and partially in Jackson/Paradise Township and the property owners would like to consider enrolling the properties into farmland preservation, but to do so they must also be accepted by Dover Township for Ag Security. Respectively, this would bring the total Ag Security Area in Dover Township since 1988 to 7,101.50 acres. They were enrolled in Ag Security in 1990 & 2013 in their respective Townships, but a small portion of the farmland is also located in Dover Township and was never entered.

Motion by Harlacher, second by Bigham, that applicant Kevin Grim and David Gable's properties be accepted by Dover Township for Ag Security. All members voted aye; motion carried.

B. PL 22-2 - 1700 Palomino Road – 2-Lot Final Subdivision Plan – R3 District

Jaclyn Hollenbach on behalf of Mack Engineering Corporation was present on this 2-lot subdivision plan.

A waiver is being requested for section (§22-704.B), to not provide curb and sidewalk along Palomino Road at this time as the remaining properties along Palomino Road do not have curb and sidewalks.

Motion by Miller, second by Harlacher, to deny the waiver request to not provide curb and sidewalk along the designated growth area. However, utilize the six-month note as stated on the plan. All members voted aye; motion carried.

C.S. Davidson's letter dated May 26, 2022, was reviewed. Outstanding SALDO items: 1. GIS disk, in an electronic format (§ 22-501.2.A); 2. Surveyor's seal, signature, and date (§ 22-501.2.F); 3. Owner's notarized signatures (§ 22-501.2.H); 5. Water service to lot #1 should be shown with 4' min. cover (§22-601.2G); 6. Public improvement security (§ 22-602.1); 7. SWM plan approval from the Township Engineer (§22-602.3); 8. A copy of the approved erosion and sediment pollution control plan (§ 22-602.4); 9. DEP Sewage Planning Module code number shall be added to the cover sheet (§ 22-602.12); 10. Meter pits, in accordance with the Dover Township Construction Specifications, shall be provided at the right-of-way line for all water service pipes exceeding 100 lineal feet (§ 22-713.3); 11. Rec in-lieu fees (§ 22-718). General SALDO comments: 1. Existing sewer line between Ashcombe Dr. and 1710 Palomino Dr. is

private and has not been dedicated to the Township. It is recommended that an agreement be established between the existing owners of the private sewer line, the owners of Lot #1 & #2, Dover Township and the Dover Township Sewer Authority dedicating the line to the Township and allowing connection of Lot #1 and #2. It was stated that property owners at 1720, 1710 and 1700 along with the Ashcombe Farms HOA have already signed off on the agreement along with the Dover Township Sewer Authority to extend the sewer line and to grant the easement back to the Township, which is now recorded; 2. Proposed design and connection of the sanitary sewer for Lots #1 & #2 must be approved by the Dover Township Public Works Department; 3. The applicant shall provide property addresses for both proposed lots. Addresses have been received and will be added to the plan. Ms. Hollenbach acknowledged the outstanding items and comments.

Motion by Harlacher, second by Miller, to recommend approval of the 2-lot subdivision plan as preliminary/final at 1700 Palomino Road, subject to the satisfactory resolution of the following items from the C.S. Davidson letter referred to above: SALDO 1, 2, 3, 5, 6, 7, 8, 9, 10, 11; and General 1, 2, 3. All members voted aye; motion carried.

C. PL 22-4 - Seasons Phase II – 52 Single Family Dwellings Units - Final Subdivision Plan-R3 District

Thomas Englerth, Site Design Concepts was present on behalf of the design professional that did the plan. Mr. Englerth stated there is an existing approved plan on record with the township. He stated that Phase I is complete along with Phase III.

Two waivers are being requested: (§ 501.2.A & § 601.2.A), Plan sheet size larger than 24" x 36" and (§ 501.2.D): North point orientation.

Reasoning for request's:

Due to the size of the project to keep the lay out of the lots on one page it would require plan size of 42"x36" to keep it to a 1/50 scale.

Motion by Harlacher, second by Bigham, to grant waiver requests (§ 501.2.A & § 601.2.A), Plan sheet size larger than 24" x 36". All members voted aye; motion carried.

Motion by Miller, second by Harlacher, to grant the waiver request of (§ 501.2.D), North point orientation. All members voted aye; motion carried.

C.S. Davidson's letter dated May 27, 2022, was reviewed. Under general comments item #2 will be removed and has been taken care of. The remaining items open are; 1. Note 14 should be revised to state the minimum parking requirement of 2 spaces per dwelling, 3. The plans shall provide a detail of the transition from the ADA curb ramp to the Type C inlet top inlet adjacent to Lot 3, 4. The plans shall provide a driveway width dimension on the typical lot layout detail provided on FSD-5 to ensure adequate off-street parking, 5. The duplicate "and Seasons, LP" shall be removed from Note 51. The following shall also be added after the first sentence - "The note on Sheets RR7 and 12 on The Seasons Preliminary Subdivision and Land Development Plan and Sheet 5 on The Seasons Phase 1 Final Subdivision and Land Development Plan recorded on January 15, 2009, would no longer be valid, 6. The plans shall include the Township's typical blowoff detail attached, 7. The seepage pit locations on lots 65-75 & 103-119 will require significant excavation in the slopes. Relocation should be evaluated, 8. The type of crosswalks proposed shall be consistent with the previously approved phases, 9. Note 2 should reference to the previous zoning ordinance which the preliminary subdivision plan was based upon, 10. The plan should show the required water main connection from Winter Drive, Phase 3, to the existing 10" water main located in Phase 3A, 11. May 25, 2022, Township Public Works comments need to be addressed prior to final plan approval, *Added*: 12. Correct the business entity on the plans to read the correct "LP" or "LLC". Open items under the SALDO section: 1. GIS disk in an electronic format (§ 22-501.2. A); 2. The seal, registration number, date, and signature of the professional engineer or land surveyor, responsible for preparation of the plan, shall be added to the plan (§ 22-501.2. F); 3. The Owner's notarized signatures (§ 22-501.2.H); 4. Proposed Homeowner's Association documentation must be submitted to the Dover Township Solicitor for review (§ 22-602.1); 5. Verification shall be provided indicating that the Erosion

and Sedimentation control plan was approved by the York County Conservation District (§ 22-602.4); 6. The water service to lot 204 shall be relocated outside of the proposed 20' wide storm sewer easement. (§ 713.3.D); 7. The amount of land required to be provided for public recreational purposes for all residential subdivision or land development plans shall be a minimum of 0.025 acres per lot or dwelling unit. Dedication of recreation land or fees in-lieu-of for each dwelling unit is required for all residential subdivisions. (§ 718.1); 8. Public Improvements Security is required in a form and amount acceptable to the Township, prior to final plan approval (§ 1201.1).

It was noted that public improvements are started, and roads have been rough graded in an earlier phase.

Motion by Harlacher, seconded by Miller, to recommend approval of the Final Subdivision Plan for Seasons Phase II subject to the satisfactory completion of the following open items from the C.S. Davidson letter referred to above: General 1, 3, 4, 5, 6, 7, 8, 9, 10, 11, and [added] 12; SALDO, 1, 2, 3, 4, 5, 6, 7. All members voted aye; motion carried.

D. PL 22-5 - Donwood Phase IIB – 54 Single Family Dwelling Units - Revised Preliminary Plan

Dan Creep, project manager with Warehaus was present on behalf of the applicant for a Revised Preliminary Plan for Donwood Phase IIB, which will be the final phase within the development to be constructed. Dan explained that the purpose for the revision is that there are two pockets of wetlands that grew from when the preliminary plan was approved, which required some minor modifications to the alignment of one of the streets within the phase and reduced the number of lots from 58 to 54 lots.

C.S. Davidson's letter dated May 27, 2022, was reviewed. Open items under SALDO section: 1. Professional Engineer/Surveyor seal, signature and date shall be added to the plan (§ 22-501.2.F); 2. Owner's notarized signatures (§ 22-501.2.H); 3. The front, side, and rear setback lines shall be shown on each sheet of the plans (§ 22-501.2.Y); 4. Proposed storm sewers, sanitary sewers, water mains, fire hydrants, and SWM facilities should be shown on the plan (§ 22-501.2.DD). The service line on Lot No. 1 needs a curb stop shown; 5. Limits of the Well Head Protection Areas shall be shown and the list of restrictions for the associated zones should be added (§ 22-501.2.GG); 6. Note #7 on Sheet SD-2 shall include the number of EDUs used with previous phases and the number of EDUs available/ remaining (§22-502.2); 7. SWM plan approval needs to be obtained from the Township Engineer (§22-602.3); 8. Verification shall be provided indicating that the Erosion and Sedimentation control plan was approved by the York County Conservation District (§ 22-602.4); 9. Approval of the water distribution system design and the sanitary sewer collection system needs to be approved from the Township Engineer, working along with the township Public Works Department. (§22-01.2. G); 10. Fire hydrants shall be located so that the distance from any building frontage to a fire hydrant is not more than 600 feet measured along the street right-of-way (§22-713.3. D). Approval of the proposed fire hydrant locations shall be obtained from the Dover Township Fire Department; 11. All inlets at low points along the roadway shall be equipped with pavement base drain extending 50 feet in either direction, on both sides of the roadway.(§19-308.2.C); 12. The amount of land required to be provided for public recreational purposes for all residential subdivision or land development plans shall be a minimum of 0.025 acres per lot or dwelling unit. Dedication of recreation land or fees in-lieu-of for each dwelling unit is required on all residential subdivisions. (§22-718.1); 13. The following note shall be added on the plan: "We, the undersigned landowners, hereby acknowledge that the stormwater management system in a permanent fixture, which can be altered or removed only after approval of a revised plan by the Township and the Owner is responsible for proper maintenance." Outstanding General comments: 14. The applicant shall update the sheet names and sheet index to identify the road which the corresponding sheet is depicting; 15. The water service to lot 1 should be shown with a curb stop within the grass strip; 16. The applicant shall show the water main crossing between inlets 10 and 11 on the profile on sheet 26; 17. There is an extra valve in the valve cluster in front of lot 2; 18. Water services for lots adjacent to high points in the water main shall be located at the main high points and so noted on the plan; 19. The water main shall be generally shown throughout the site with a 4 foot cover. Where water mains and sanitary sewer mains are near the same elevations there existing a potential of conflict between the water main the sewer laterals; 20. May 25, 2022, Township Public Works comments shall be addressed prior to final plan approval.

Mrs. Love asked if it is the intent to keep the houses the same as what was built in the previous phases? Dan stated that would be the intention.

Motion by Harlacher, seconded by Miller, to recommend approval of the Revised Preliminary Plan for Donwood Phase IIB. All members voted aye; motion carried.

III. Zoning Hearing Cases

The case for a Principle Solar Energy System (PSES) has been continued to June 15, 2022. ZHB intends to render a decision at the June 15th meeting.

IV. Other Business

No members of the public were present.

V. Ordinances

A. Planned Residential Development (PRD)

Special Meeting will be held on June 8th at 6pm for the Planning Commission to review and comment on the proposed ordinance.

B. Common Ownership Merger (COM)

Staff is currently working on the development of this ordinance.

C. Short-Term Rentals

A planning document from Lancaster County was provided at the 3/3/21 and 12/1/21 meeting. A proposed ordinance from Warrington Township has been reviewed by the Planning Commission on 5/4. A final draft has been provided for final review & consensus.

Mr. McLucas stated that the Planning Commission went through the draft ordinance that was given to them at last month's meeting and decided which comments to incorporate. He presented the Planning Commission with suggested language for the ordinance and explained he has added a few notes, such as the definitions of:

Short-Term Rental- Any dwelling containing five bedrooms or less that is not owner-occupied and is utilized as a dwelling rented for the purpose of overnight lodging for a period of thirty (30) days or less, and which meets the definition of "Hotel" for the purpose of imposing an excise tax by the County of York as defined in the County of York Ordinance No. 2019-02, as amended.

Bedroom- A private room planned and intended for sleeping, separated from other rooms by a door, and accessible to a bathroom without crossing another bedroom. A bedroom will have at least one egress window and closet(s) and is physically separate from other rooms.

It was suggested that the statement in letter "G" "In no event shall parking for Short-Term Rental guest includes spaces in any public street right-of-way." be removed and incorporated with letter "H" to read: "A minimum of one parking space for each bedroom shall be provided. In no event shall parking for Short-Term Rental guests include spaces in any public street right-of-way."

Motion made by Love, second by Miller, to recommend approval of the Short-Term Rental (STR) Ordinance with the correction list above to letter G and H. All members voted aye; motion carried.

D. Tiny Homes – tabled

E. Livestock in Residential Zones – tabled

VI. Correspondence

YCPC Development of Regional Significance, Hines-York – Dover Twp

Greater than 1,000 vehicle trips/day
Warehouse over 100,000 SF of building floor area
Development with 300 or more parking spaces

VII. Next meeting

Wednesday, June 8 at 6 PM. (Special Meeting – PRD)
Wednesday, July 6 at 7 PM. (Regularly Scheduled Meeting)

VIII. Comments

Monica Love asked if the safety of various Township intersections could be looked at and if the Township could add “Stop Ahead” or rumble stripes, or some other safety feature to make them safer? i.e., Fox Run @ Canal Road.

The Planning Commission asked that the topic of Traffic Safety be placed on an upcoming Board of Supervisors Agenda for discussion.

IX. Adjournment

Chairman Hoffman adjourned the meeting at 9:25 PM. **Motion** by Harlacher, seconded by Bigham. All members voted aye; motion carried.

Respectfully Submitted by:
Katina Wagner